UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF TEXAS

Vacancy Announcement 07-01

Linux Systems Administrator
Dallas, Texas
Open Until Filled
Salary: $51,528 - $83,791 (CL 28)*

**The classification level and salary for this position will be based upon experience and education
in accordance with the Court Personnel System of the U S. Courts.*

PRIMARY RESPONSIBILITIES

Administer Linux systems and manage court application Informix databases, including national and locally developed or customized systems interfacing with the Linux system.

Manage the operation and maintenance of hardware and software associated with the Linux systems or application databases.

Manage backup and recovery of information stored on Linux system and implementation of disaster recovery plan.

Install, configure, test, manage, support, and provide instruction on new or revised releases of national and locally developed or customized systems interfacing with or running in Linux operating environment.

Maintain and develop Perl and shell scripts with embedded SQL to extract information from existing system databases or add information to the databases.

Perform project management through all components of the project life cycle: planning, analysis, development, testing, and implementation.

Perform ongoing analysis of court applications to identify and correct problems and make recommendations for improvement to manual and automated processes.

Evaluate proposed equipment and configurations in accordance with Linux system and recommend equipment placement and configurations.

Manage access to court's electronic records.

Manage library of national and locally developed software and documentation affiliated with Linux system or Informix databases.

Utilize technical expertise to resolve systems related problems.

Maintain contacts with other automation court personnel at different locations and levels for the purpose of staying knowledgeable of developments, techniques, and user programs.

Provide Linux system and database status updates and inform management of anticipated problems or concerns.

REQUIREMENTS

BS/BA degree in computer science, MIS or related discipline preferred. Three years of general experience (educational substitutions may apply) plus three years of specialized experience relevant to this position. Thorough understanding of Linux operating system and network, Perl, and relational database theory and application. Informix preferred. Experience with electronic account management systems. Demonstrated experience in project management. Successful completion of project assignments that involved systems analysis, design, programming, implementation, integration and management.

DESIRED COMPETENCIES

Dependability
Initiative and ability to work independently and in a group
Planning and organizational skills
Consistent production of high quality work products
Communication skills
Flexibility and adaptability
Problem solving
Ability to use good judgment and take decisive action

BENEFITS

Court employees serve under excepted appointments and are considered at-will employees. They are entitled to standard federal benefits such as: 13 days paid annual leave per year for the first three years, 20 days after three years and 26 days after 15 years; 13 days paid sick leave; 10 federal holidays; medical insurance from a wide variety of plans and participation in the Federal Employees Retirement System, including a tax-deferred savings plan. Court employees are also eligible for public transportation subsidy, long-term care insurance, disability insurance and pre-tax flexible spending accounts to cover eligible expenses for health care and dependent care.

APPLICATION PROCESS

Submit a cover letter with current resume to Human Resources, U.S. Bankruptcy Court, 1100 Commerce Street, Room 1254, Dallas, TX 75242, or submit by e-mail (in Word or WordPerfect only) to: employment@txnb.uscourts.gov

The selected candidate will be subject to a background check as a condition of employment. Retention depends upon a favorable suitability determination. The Court is not authorized to reimburse travel expenses for interviews or relocation. Employees will be subject to a one-year probationary period.

The United States Bankruptcy Court Is An Equal Opportunity Employer